

# Local Emergency Management Committee (LEMC)

## AGENDA / MINUTES

DATE OF MEETING: Tuesday 28<sup>th</sup> April 2020  
 TIME OF MEETING: 3.00pm  
 VENUE: Teleconference - participant access code 89910105 followed by the # (hash) key  
 TELECONFERENCE DETAILS: Call dial 1800 896 323,  
 CORRESPONDENCE EMAIL: ceo@cuballing.wa.gov.au

Agency Links: Department of Health WA - <https://ww2.health.wa.gov.au>  
 Department of Health Federal - <https://www.health.gov.au>  
 Healthy WA: <https://healthywa.wa.gov.au/>

Incident Type	Human Epidemic		
Incident Number/Name	COVID 19		
Incident Level	CHO (State Human Epidemic Controller) declared Level 3.		
Meeting opened & Welcome	Mark Conley, President Shire of Cuballing,		
Record of attendance, apologies	See record below		
Confirmation of Previous Meeting Minutes			
Confirmation of contact details	Refer to attached list.		
<b>ITEM</b>	<b>SPEAKER</b>	<b>DISCUSSION/DECISION</b>	<b>ACTION</b>
<b>1. Business arising from previous Minutes that cannot be addressed later in the Meeting</b>	M Conley		
<b>2. Standing Items</b>		Nil	

ITEM	SPEAKER	DISCUSSION/DECISION	ACTION
<b>3. HMA/Agency Reports</b>	K Fisher – Health		
<b>4. Preparedness</b> 4.1 Communications/public information 4.2 Business continuity plans (review and update all agencies) 4.3 Identification of vulnerable people 4.4 Identification of critical services 4.5 Community actions to promote resilience.			
<b>4. Impact Assessment</b> 4.1 Detail any local/regional impacts – if relevant 4.2 Outline response to someone fulfilling the case definition			
<b>5. Recovery</b> 5.1 Potential for significant, prolonged business disruptions 5.2 Implications for Psychosocial impacts 5.3 Other			
<b>6. Agency Updates</b> 6.1 Agency preparations – business continuity 6.2 Anticipated impacts 6.3 Issues of concern 6.4 Information requirements 6.5 Other issues	WA Police DFES Shire of Cuballing Shire of Wickelpin Dept of Communities St John Ambulance Others		
<b>7. Other items</b>			
<b>8. Details of Next Meeting</b>	3pm Monday 4 <sup>th</sup> May 2020		
<b>9. Meeting closed</b>	pm		

### LEMC Contact List

PRESENT	NAME	ORGANISATION	ROLE	EMAIL
	Joanne Spadaccini	Department of Communities	District Emergency Services Officer Wheatbelt	Joanne.Spadaccini@communities.wa.gov.au
	Neville Blackburn	Department of Communities	District Emergency Services Officer Great Southern	Neville.Blackburn@communities.wa.gov.au
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	Cathey Morey	Main Roads WA	Customer Service Manager	cathy.morey@mainroads.wa.gov.au
	Leanne Shields	Shire of Cuballing	Rates	rates@cuballing.wa.gov.au
	Anthony Mort	Shire of Cuballing	Chief Bush Fire Control Officer	emergencyservices@cuballing.wa.gov.au
	Bruce Brennan	Shire of Cuballing	Manager Works & Services	worksmanager@cuballing.wa.gov.au
	Mark Conley	Shire of Cuballing	President	president@cuballing.wa.gov.au
	Gary Sherry	Shire of Cuballing	CEO	ceo@cuballing.wa.gov.au
	Bronwyn Dew	Shire of Cuballing	DCEO	dceo@cuballing.wa.gov.au
	Colin Coxon	Shire of Wickepin	Fire Control Officer	lyncol84@bigpond.com
	Gary Rasmussen	Shire of Wickepin	Manager Works	works@wickepin.wa.gov.au
	Julie Russell	Shire of Wickepin	President	yarlomadns@westnet.com.au crrussell@wickepin.wa.gov.au
	Mark Hook	Shire of Wickepin	CEO	ceo@wickepin.wa.gov.au
	Roger Butler	Shire of Wickepin	Chief Bush Fire Control Officer	rogwen7@gmail.com
	Wes Astbury	Shire of Wickepin	Councillor	w.astbury@bigpond.com
	Clinton Hemley	St John Ambulance	Wickepin	Clintonh@treko.net.au
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	Hayden Johnstone	St John Ambulance	Community Paramedic–Southern Wheatbelt	hayden.johnstone@stjohnwa.com.au
	Matthew Guile	St John Ambulance	Regional Manager	Matthew.Guile@stjohnwa.com.au
	Jackie Chiyabi	WA Country Health Service	Wickepin Nursing Post	jackiechiyabi@gmail.com
	Catriona Moffat	WA Country Health Service	Wickepin Nursing Post	Catriona.moffat2@health.wa.gov.au
	Kerry Fisher	WA Country Health Service	Health Service Manager - Narrogin	kerry.fisher@health.wa.gov.au
	Kelly Miller	WA Country Health Service	A/Primary Health Manager Southern Wheatbelt Primary Health Service	Kelly.Miller@health.wa.gov.au
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	John Lane	WALGA	Emergency Management Coordinator	emservice@walga.asn.au
	Ashlyn Siviour	Wickepin Primary School	Principal	ashlyn.siviour@education.wa.edu.au
	Lisa Nelson	Yealering Primary School	Principal	Lisa.nelson@education.wa.edu.au
	Marion J Hook	Yealering Primary School		Marion.hook@education.wa.edu.au